

West Fertilizer Inspection Protocol

Location of Loss: West, TX 76691

Date of Loss: 4/17/2013

INITIAL DRAFT PROTOCOL

This notice of the intent to inspect the site, document and collect evidence, and reconstruct the scene is being distributed so as to elicit a consensus agreement on procedure(s).

The inspections, evidence collection and preservation and all activities regarding this loss will be conducted in accordance with applicable ASTM and NFPA standards.

This protocol was developed solely for the investigative portion of this incident. During the June 3 and 4, 2013 meeting, no agreement was reached regarding the materials off-site (across the street). These include the corn, the milo, the dirt, and metal debris. No agreement was reached on similar items that remain on-site or the fertilizer removed from Fertilizer Building. All of these items will be addressed by separate protocol.

The inspection will involve numerous investigators, engineers and other interested entities, and it is foreseeable that modification(s) to these procedure(s) will occur. Hence, this protocol will remain dynamic as conditions change, parties involved and new parties and revelations may require changes.

The inspection will occur on an agreed upon date.

The overall site inspection will take place at the loss site.

Each group shall assign one (1) person as team-leader. The team-leader shall sign the procedure/protocol document. The team-leader shall maintain order within the participants and insure that all team-members are aware of the protocol. The team leader will be used for exchanges between the respective groups and the site coordinators.

Each person will be required to completely and legibly fill in and sign at the time of each inspection. Parties present during previous inspections were provided with badges which we request that you bring with you on future inspections. Those who were not previously present will be assigned a badge.

All parties should be aware that this site, much like every other site, presents numerous hazards. Personal protective equipment must be utilized while working within the site. Each individual is responsible for their own protective equipment, including (but not limited to) proper foot gear (steel toe and possibly steel shank), eye protection and a hard hat. All should also be aware that this site may present hazards that may require the attention of safety personnel. If you encounter such a situation, please inform safety personnel and/or Crane representatives.

The generalized protocol is as follows:

1. Prior to resuming the site inspection, a planview will be prepared and available at the inspection. This will include standardized building and structure names and a general layout of the property in order for those involved to have the ability to document the site.
 - a. layout the property
 - b. layout evidence
2. Phase I Documentation: 2 days to document entire site, begin with bone yards, label tarps with locations for documentation.
3. Aside from the bone yards, all participants shall be afforded ample opportunity to examine, measure and photographically or otherwise document each item presented.
 - a. Move tarps and items to the staging area out of grass
 - b. Crane will prepare pool photographs of items from bone yards
 - i. Anyone requiring copies will pay for their set of photographs
4. Site will be broken down into zones
 - a. Areas and building slabs will be given distinct names
 - b. The areas will be further separated into grids for identification
5. Phase II- Identification of artifacts
 - a. Tagging items
 - i. The group leader will be given tags to identify items to be secured.
 - ii. The group leader will prepare a list of those items.
 - iii. The group leader will provide that list to Crane
 1. Crane will identify each item
 2. Crane will add to the master evidence list
 3. Crane will move the items and secure them on a daily basis.
 4. This may require the assistance of other parties.
6. A second high-resolution digital scan will be conducted in order to ascertain the deformation of tanks, vessels, vehicles and other items on the property.
7. Phase III- Reconstruction
 - a. Outline of feed building
 - b. Stake-out building and profile of building
 - c. Profiles on floor
 - d. Digital scan of a-c above
 - e. Dig out pit adjacent to building
8. Secondary documentation
 - a. Allow for documentation of additional or missed items
 - b. Allow for tagging of additional items, if necessary
9. All inspections, testing or examinations will be conducted at a later date in a laboratory environment.

10. All evidence that is removed and preserved, as a result of this incident shall be made available for all concerned or groups during joint exams with everyone notified and everyone who chooses to attend present.
11. All evidence shall, at the close of this inspection, be secured at the site for preservation and/or storage. During the site examination we will determine as a group the best location to store the evidence for future examination. This storage location will likely be in the Houston area where we have access to examination facilities and specialized labs if so required.
12. If any party has any questions or would like to make a change to this protocol please forward you request to our office immediately.